

 <div style="text-align: center;"> <b>STATE OF ALASKA</b>  <b>DEPARTMENT OF TRANSPORTATION</b>  <b>AND PUBLIC FACILITIES</b> </div> <div style="text-align: center; font-size: 1.5em; font-weight: bold;">Policy and Procedure</div>		POLICY AND PROCEDURE NUMBER <b>DPOL 02.03.020</b>	PAGE 1 of 1
		EFFECTIVE DATE February 24, 1993	
SUBJECT <b>Information Management Planning</b>		SUPERSEDES	DATED
TITLE <b>Administration</b>	CHAPTER <b>Information Systems</b>	APPROVED BY	

## PURPOSE

To develop a comprehensive department wide Information Management Plan that incorporates the needs and requirements of the department's regions and systems, aligns with the strategic goals and objectives of the department, and facilitates input into inter-agency planning, e.g. the Telecommunication Information Council's "Information Management Plan."

## POLICY

It is the policy of the department that:

- Each Region and System will develop an Information Management Plan and update it annually in accordance with requirements established by the Statewide Information Systems Division for the purpose of identifying the areas of **information management (Date Processing)** in which resources are to be expended.
- The Statewide Information Systems Division will prepare a department wide Information Management Plan and update it annually coincident with the state budget cycle that encompasses Region / System coming fiscal year. This plan as updated will be submitted by DOT&PF for inclusion in the Telecommunication Information Council (TIC) annual plan.
- The Regions, Systems and Department Information Management Plans must be consistent with the Department's Strategic Management Plan. The plans must identify the strategies for implementing the information management requirements of the Strategic Management Plan.

## AUTHORITY

AS 44.17.010; AS 44.19.502-519; AS 44.42.030

## IMPLEMENTATION RESPONSIBILITY

Director, Statewide Information Systems Division